



## **MINUTES OF DECEMBER 20, 2022**

### **REGULAR MEETING OF THE COVINA CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA REDEVELOPMENT AGENCY/COVINA PUBLIC FINANCING AUTHORITY/COVINA HOUSING AUTHORITY HELD IN THE COUNCIL CHAMBER OF CITY HALL, 125 EAST COLLEGE STREET, COVINA, CALIFORNIA AND VIRTUALLY VIA ZOOM**

*This meeting was conducted in accordance with Assembly Bill 361, regarding the COVID-19 pandemic.*

#### **CALL TO ORDER**

Mayor Cortez called the Council/Agency/Authority meeting to order at 7:33 p.m. with all Councilmembers present.

#### **ROLL CALL**

**Councilmembers Present:** Hector Delgado, John C. King, Victor Linares, Mayor Pro Tem/Vice-Chair Walter Allen, III, and Mayor/Chair Patricia Cortez.

**Councilmembers Absent:** None.

**Elected Members Present:** City Clerk Drew Aleman, City Treasurer Neil Polzin.

**Staff Members Present:** City Manager Chris Marcarello, City Attorney Candice K. Lee, Police Chief David Povero, Community Development Director Brian Lee, Parks & Recreation/Library Services Director Lisa Evans, Public Works Director Andy Bullington, Interim Chief Deputy City Clerk Evelyn Leach, and Deputy City Manager Angel Carrillo.

#### **PLEDGE OF ALLEGIANCE**

Led by Councilmember King

#### **INVOCATION**

Given by Covina Police Chaplain David Truax

#### **PRESENTATIONS**

##### **A. Covina Christmas Parade Committee Recognition**

Mayor Cortez recognized the Covina Christmas Parade Committee on behalf of the City Council and the community and thanked them for the time and effort it took to create a wonderful Christmas experience.

— Parks & Recreation/Library Services Director Evans thanked the Christmas Parade Committee, City Council, and city staff on behalf of Covina Christmas Parade Chair Joelle Peelgren.

City Council expressed their gratitude for the Covina Christmas Parade Committee's hard work on the parade and commented on the success of the event.

### **PUBLIC COMMENTS**

Mike Aguilar provided public comments thanking the City Council, the Covina Public Works Department, Covina Police Department, and Chief Povero. He also commented about the proactive approach the City has taken and challenged the City to stop issues, such as graffiti, before they take hold in the community. He then expressed his support for Consent Calendar item CC 14 and thanked residents who signed the petition to begin the process.

### **COUNCIL/AGENCY/AUTHORITY COMMENTS**

Councilmember Delgado wished everyone a merry Christmas.

Mayor Pro Tem Allen thanked the Public Works, Parks & Recreation, and Police Department for the Christmas Parade and Tree Lighting Ceremony. He then wanted to give a shout out and thank the Luminate Church for their annual children's toy drive and turkey handout and commented on the great turn out. Lastly, Mayor Pro Tem Allen commented on his participation on an Eagle Scout Review Board for brothers Robert and Darcanyon Sloan and thanked the Sloan family for raising two great boys and citizens.

— Councilmember Linares wished everyone a merry Christmas and happy holidays. He also thanked City staff, the Parks & Recreation Department, and Police Department for their hard work.

Councilmember King expressed his gratitude for City staff and commented on the good news on the Consent Calendar. He also commented on the wonderful job done with the holiday events and downtown decorations. He then wished everyone a merry Christmas and happy holidays.

Mayor Cortez announced the holiday closures of the Public Works and Parks & Recreation Departments, as well as City Hall, from Friday, December 23<sup>rd</sup> through Monday, January 2<sup>nd</sup> and stated normal business hours will resume on Tuesday, January 3<sup>rd</sup>. She also announced the suspension of overnight on-street parking enforcement from Saturday, December 17<sup>th</sup> through Monday January 2<sup>nd</sup> and stated that enforcement will resume at 2 a.m. on Tuesday, January 3<sup>rd</sup>. Mayor Cortez wished everyone a merry Christmas and expressed her appreciation to City staff for a phenomenal job this year.

### **CITY MANAGER COMMENTS**

City Manager Marcarello requested that the City Council pull item CC 15 from the agenda to be brought back at a later date and pull item CC 7 for a check presentation.

### **CONSENT CALENDAR**

— Mayor Cortez announced that Consent Calendar item CC 15 will be pulled from the agenda and Consent Calendar item CC 7 will be pulled for separate discussion.

A motion was made by Councilmember Linares, seconded by Mayor Pro Tem Allen, to approve Consent Calendar items CC 1 through CC 6, CC 8 through CC 14, and CC 16 through CC 18 as presented.

***Motion approved by roll call vote for Consent Calendar items CC 1 through CC 6, CC 8 through CC 14, and CC 16 through CC 18 as presented:***

**AYES: DELGADO, KING, LINARES, ALLEN, CORTEZ**

**NOES: NONE**

**ABSTAIN: NONE**

**ABSENT: NONE**

- CC 1. City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Housing Authority approved the minutes of the December 6, 2022, Regular Meeting of the City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Housing Authority.
- CC 2. City Council/Successor Agency to the Covina Redevelopment Agency approved the Payment of Demands in the amount of \$3,046,990.50.
- CC 3. City Council received and filed the City of Covina Investment Report for Month ended November 30, 2022.
- CC 4. City Council approved the request to cancel the regular scheduled City Council Meeting of January 3, 2023.
- CC 5. City Council received and filed the Existing Conditions Report for the Covina Active Streets and Multi-Modal Connectivity Plan.
- CC 6. City Council authorized the City Manager to execute a Tank Space Lease Agreement between the City of Covina and New Cingular Wireless PCS, LLC.
- CC 8. City Council authorized the City Manager or his designee to sign Amendment Number One (1) to the Professional Services Agreement with MasterCorp Services LLC for Janitorial Services regarding a service rate increase.
- CC 9. City Council approved and make the following findings so that meetings of the City Council and the City's Other Legislative Bodies are authorized to meet remotely in accordance with AB 361's special Brown Act requirements for teleconference meetings as follows: (1) the City Council has reconsidered the circumstances of the COVID-19 state of emergency; and (2) the emergency directly impacts the ability of the members of the public to meet safely.
- CC 10. City Council adopted on second reading **Ordinance 22-20** entitled, an ordinance of the City of Covina, approving and adopting a development agreement between PS Southern California One, INC. (Public Storage) and the City of Covina, related to a proposed development consisting of a 141,984 square-foot 3-story Public Self Storage building within a 2.70-acre site, for the conveyance of a \$315,000 for citywide infrastructure improvements, for the property located at 1330 E. Cypress Street – APN – 8427-001-006.

- CC 11. City Council adopted on second reading **Ordinance 22-21** amending Chapter 10.68 to Title 10 (Vehicles and Traffic) of the Covina Municipal Code relating to speed limits.
- CC 12. City Council adopted **Resolution CC 2022-141** to establish and amend the City's Classification plan, and establish job descriptions and salary ranges for Deputy Director of Public Works/City Engineer and Deputy Director of Public Works - Operations and Transportation within the Mid-Management, Supervisory and Professional, and Confidential and Technical Employees (Unaffiliated) Compensation Rules.
- CC 13. City Council:
1. Approved plans and specifications for the Downtown Trash Enclosure Improvement Project Phase III – Project No. P2205;
  2. Awarded a contract for the Downtown Trash Enclosure Improvement Project Phase III – Project No. P2205 to FS Contractor, Inc. as the lowest responsive and responsible bidder in the amount of \$98,000 and authorized the City Manager to execute the contract; and
  3. Authorized an amount of \$10,000 as contingency to cover the cost of unforeseen construction expenses.
- CC 14. City Council approved the recommendation from Traffic and Parking Advisory Commission for the installation of a speed hump at Dexter Avenue between 1st Avenue and 2nd Avenue.
- CC 16. City Council:
1. Adopted **Resolution CC 2022-136**, authorizing the grant application, accepting \$5,377,020 in grant funds, and authorizing the City Manager to execute the acceptance and implementation of grant funds from the State of California Budget Act of 2021 (SB 129) for the Covina Metrolink Library Center at the Covina Recreation Village Project, and designating the City Manager as the Authorized Representative for purposes of executing the grant agreement and related documents; and
  2. Adopted **Resolution CC 2022-137**, amending the Fiscal Year 2022-2023 Operating Budget to accept \$5,377,020 from the State of California Budget Act of 2021 (SB 129) and appropriating the funds to accounts 4600-3900-42190-P2202 and 4600-3900-55100-P2202 and appropriate \$2,688,510 for the required local match from Measure CC funds for the purpose of Construction for the Covina Metrolink Library Center at the Covina Recreation Village Project.
- CC 17. City Council:
1. Approved a Side Letter Agreement between the City of Covina and AFSCME to revise the current AFSCME MOU, ARTICLE 11- STANDBY AND CALL BACK, SECTION 11.2- CALL BACK PAY, to reflect the current practice of providing a minimum of three (3) hours of overtime pay and ARTICLE 21. EDUCATIONAL REIMBURSEMENT PROGRAM, SECTION 21.6 LICENSES AND CERTIFICATES, to provide reimbursement to employees in the entry-level job classifications of Maintenance Worker I (MWI) and Water Distribution Operator I (WDOI) for their out-of-pocket costs related to driving courses and Department of Motor Vehicles (DMV) fees to obtain a

Class A commercial license, and also eliminate the requirement to have a Class A Commercial driver's license at time of appointment, removed the language specifying travel time; and

2. Approved **Resolution CC 2022-142** to revise the job classification specifications for Maintenance Worker I and Water Distribution Operator I to eliminate the unnecessary requirement to possess and maintain a Class A commercial driver's license.

CC 18. City Council approved the appointment of Mayor Pro Tem Allen as delegate to the Foothill Transit Board of Directors, replacing Councilmember King, and the proposed update to the Mayor's Appointments to Intergovernmental Agencies.

### **CONSENT CALENDAR ITEM PULLED FROM AGENDA**

CC 15. Professional Services Agreement with Masonic Center for Youth and Families

**Staff Recommendation:**

Approve Professional Services Agreement with Masonic Center for Youth and Families for clinical and social services.

### **CONSENT CALENDAR ITEM PULLED FOR SEPARATE DISCUSSION**

CC 7. Accept Contribution from the Covina Valley Historical Society for the Repair of the Exterior of the Covina Heritage House

**Staff Recommendation:**

Rescind Resolution CC 2022-63 and adopt **Resolution CC 2022-140** for the required repair work for the Covina Heritage House.

Public Works Director Bullington provided a brief background on the item.

Members of the Covina Historical Society presented a check for the donation to the City Council and provided a few words on the historic importance of the Covina Heritage House.

A motion was made by Councilmember King, seconded by Councilmember Delgado, to approve Consent Calendar item CC 7 as presented.

***Motion approved by roll call vote for Consent Calendar item CC 7 as follows:***

**AYES: DELGADO, KING, LINARES, ALLEN, CORTEZ**

**NOES: NONE**

**ABSTAIN: NONE**

**ABSENT: NONE**

### **PUBLIC HEARINGS**

PH 1. Public Hearing of 2022 Annual Report for the Prospero Park Owners Association (PPOA) and Proposed 2023 Assessment

**Staff Recommendation:**

1. Conduct the public hearing of the 2022 Annual Report for the Prospero Park Owners Association and Proposed Assessment; and
2. Adopt **Resolution CC 2022-138** confirming the 2022 Annual Report for the Prospero Park Owners Association, and levying the 2023 assessment described therein.

Mayor Cortez opened the public hearing.

The agenda report was provided by Finance Manager Theresa Franke.

There were no public comments, therefore, Mayor Cortez closed the public hearing.

Mayor Pro Tem Allen wanted to commend the Prospero Park Owners Association for working closely with the Covina Police Department to improve the area.

A motion was made by Mayor Pro Tem Allen, seconded by Councilmember Delgado, to adopt **Resolution CC 2022-138** confirming the 2022 Annual Report for the Prospero Park Owners Association, and levying the 2023 assessment described therein.

***Motion approved by roll call vote for Public Hearing item PH 1 as follows:***

**AYES: DELGADO, KING, LINARES, ALLEN, CORTEZ**

**NOES: NONE**

**ABSTAIN: NONE**

**ABSENT: NONE**

- PH 2. Public Hearing of 2022 Annual Report for the Covina Downtown Business Area Enhancement District (BAED) and Proposed 2023 Assessment

**Staff Recommendation:**

1. Conduct the public hearing of the 2022 Annual Report for the Covina Downtown Business Area Enhancement District and Proposed Assessment; and
2. Adopt **Resolution CC 2022-139** confirming the 2022 Annual Report for the Downtown Covina Business Area Enhancement District, and levying the 2023 assessment described therein.

Mayor Cortez opened the public hearing.

The agenda report was provided by Finance Manager Theresa Franke.

There were no public comments, therefore, Mayor Cortez closed the public hearing.

A motion was made by Councilmember King, seconded by Councilmember Delgado, to adopt **Resolution CC 2022-139** confirming the 2022 Annual Report for the Downtown Covina Business Area Enhancement District, and levying the 2023 assessment described therein.

***Motion approved by roll call vote for Public Hearing item PH 2 as follows:***

**AYES: DELGADO, KING, LINARES, ALLEN, CORTEZ**  
**NOES: NONE**  
**ABSTAIN: NONE**  
**ABSENT: NONE**

### **NEW BUSINESS**

NB 1. Appoint Board Members to the Covina Enhanced Infrastructure Financing District Public Financing Authority and Make a Determination that the Project is Exempt Under CEQA

**Staff Recommendation:**

Appoint three members of the City Council as regular members to the Public Financing Authority Board, appoint one as an alternate Board member, and appoint two members of the public as public members of the Board and make a determination that the project is exempt under CEQA.

A brief background on the item was provided by City Manager Marcarello.

Question and discussion included how the Enhanced Infrastructure Financing District (EIFD) will work, the time frame for improvements, County participation in the EIFD, the structure of the Covina Enhanced Infrastructure Financing District Public Financing Authority Board, and what members of the public may be selected to serve on the Board.

There were no public comments.

Councilmember Linares and Mayor Pro Tem Allen requested to be appointed to the Covina Enhanced Infrastructure Financing District Public Financing Authority Board. Councilmember Delgado then requested to serve as an alternate board member. In response to Mayor Cortez, Councilmember King accepted a nomination to serve on the Board.

Mayor Cortez then requested that the Council appoint the Chair and Vice-Chair of the Finance Advisory Commission as the two members of the public to serve on the Covina Enhanced Infrastructure Financing District Public Financing Authority Board.

A motion was made by Councilmember Linares, seconded by Mayor Pro Tem Allen, to appoint Mayor Pro Tem Allen, Councilmember King, Councilmember Linares, Finance Advisory Commission Chair Kevin Stapleton, and Finance Advisory Commission Vice-Chair Lynda Noriega to the Covina Enhanced Infrastructure Financing District Public Financing Authority Board and Councilmember Delgado as an alternate.

***Motion approved by roll call vote for New Business item NB 1 as follows:***

**AYES: DELGADO, KING, LINARES, ALLEN, CORTEZ**  
**NOES: NONE**  
**ABSTAIN: NONE**  
**ABSENT: NONE**

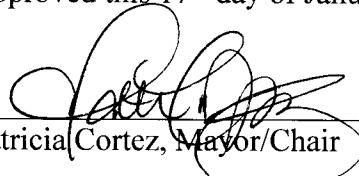
## ADJOURNMENT

At 8:23 p.m., the Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Covina Housing Authority adjourned in Memory of Jim Rolls, Frank Ng, and Frank Carreon to its next regular meeting of the Council/Agency/Authority scheduled for Tuesday, January 17, 2023, at 6:30 p.m., for closed session and 7:30 p.m., for open session in the Council Chamber located inside of City Hall, 125 East College Street, Covina, California, 91723.

Respectfully Submitted:

  
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Fabian Velez, Deputy City Clerk

Approved this 17<sup>th</sup> day of January, 2023:

  
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Patricia Cortez, Mayor/Chair